



# Wisconsin Department of Corrections

Governor Tony Evers | Secretary Kevin A. Carr

## Oregon Correctional Center

Effective April 11, 2022, Oregon Correctional center will be implementing a new procedure for scheduling in person and zoom visitations. All visits will be pre-scheduled in increments of 2 hours for in person visits and 20 minutes for zoom visits.

### Procedure:

1. Visitors must have previously completed a Visitor Questionnaire (DOC-21AA) and be on the approved visiting list.
2. Each PIOC will be allowed to have two in person visits per week. In Person visits are held on Sunday, Wednesday, and Saturday.
3. Each PIOC will be allowed to have one zoom visit per week. Zoom visits are held on Monday and Friday.
4. On holidays, one 2 hour in person visit or one 20-minute Zoom visit will be allowed.
5. Visits must be scheduled at least **48 hours** in advance through [www.signupgenius.com](http://www.signupgenius.com)
  - Scroll down to the bottom of the page to: *Find a Sign Up*
  - Under Search for a Sign Up by sign up creator's email, enter this email address: [docwccsocczoomvisits@wisconsin.gov](mailto:docwccsocczoomvisits@wisconsin.gov)
  - Check "I am not a robot"
  - Search
  - Make sure you select the correct visit type sign up (zoom/in person)
  - Enter all visitors' names and dates of birth
  - Enter PIOC First and Last name, and DOC Number.

**PLEASE NOTE:** "Already Filled" will appear if the time slot is NOT available.

6. No video visits will be scheduled on the same day of an in person visit.
7. Scheduling will be on a first come first serve basis.
8. Once a visiting time is scheduled, that visit will count toward the PIOC's weekly visits.
9. Staff will not re-schedule visiting times.
10. There will be no make-up days, time adjustments or add-ons.

### The following guidelines have been put in place and will be fully enforced for in person visits.

1. Visitors who show signs or symptoms of illness may be turned away.
2. All visitors must have proper identification and successfully pass through the metal detectors before being allowed access into the visiting area. Only 3 attempts will be allowed.
3. All visitors must be appropriately dressed.
4. Up to 6 approved visitors will be allowed. One visitor must be an adult.
5. PIOC's and visitors must keep both hands above the table at all times.

6. All kids are to remain at their designated visiting table.
7. Outdoor visiting will require the same processes/restrictions.
8. Visitors leaving the visiting areas are not allowed to re-enter the building on that given day.
9. The use of offensive, loud, or vulgar language will result in the termination of your visit.

**Staff has the authority to cancel a visit at any time due to any inappropriate conduct.**